Guide for 1 and 2 Inspections for Gas Cartridge Type Extinguishers. To be read in conjunction with the Annual (2) and Six Monthly Checklist

Ser	Action	Notes
1	Check the maintenance label to be sure that the extinguisher is not due extended service	
2	Check the safety pin/clip and anti tamper device to ensure that the extinguisher has not been operated	
3	Examine the extinguisher body externally for corrosion or damage that could impair the safe function of the extinguisher, in particular scrutinising the plastic head cap (if fitted) for signs of UV degradation	
4	Ensure the operating labels are correct, in good condition, legible and printed in English	
5	Check the condition of the discharge hose and making sure that it meets the manufacturer's specifications.	
6	Weigh the extinguisher to check that the weight corresponds with the manufacturers specifications and the recorded weight when first commissioned or last recharged (discharge and recharge if there is a loss of content of10% or more).	
7	Unscrew the head cap assembly to not more than one third of extent necessary for full disengagement - this allows any pressure still remaining to escape through the automatic means of venting. Then continue to open the extinguisher - slowly	
8	Empty the contents of the extinguisher into a clean container and if appropriate rinse out with clean water. Inspect the water for discolouration and bad smell – if it is contaminated dispose of it appropriately Note: retain and reuse powder and wet chemicals.	
9	Examine the extinguisher body internally using a torch to check for corrosion and damage to the lining	
10	Examine the head cap and operating mechanism for damage	
12	Examine the gas cartridge and if safe to do so, remove from the head cap	
12	Remove the safety pin/clip and anti tamper device. Check for free movement of the safety pin/clip and replace if necessary. Check that the operating lever freely operates and is not damaged	
13	Check the cartridge receiver is in place and operates correctly	
14	Check that the discharge hose nozzle and siphon tube strainer are free from obstruction and damage. Pass air through the discharge hose,	

	valve and siphon tube checking for blockages and correct operation	
15	Examine the vent holes/slots in the head cap threads - clean as necessary	
16	Fit a new head cap O ring if required. The discharge hose O ring need only be renewed if the hose has been removed during servicing	
17	Refit the safety pin/clip to the head cap and seal with a tamper indicator. Replace the pin/clip if it is designed to show that the extinguisher has been operated e.g. a plastic frangible pin	
18	Examine the gas cartridge for corrosion or damage - in either case replace the gas cartridge in accordance with the manufacturer's instructions	
19	Check that the gas cartridge matches the manufacturers specification i.e. it is the correct size and capacity for the extinguisher	
20	Check that the gas cartridge is less than 10 years old - otherwise replace it.	
21	Check weigh the mass of the gas cartridge against that marked on the cartridge body. Although a tolerance of -10% (-15% for cartridges with contents less than 30 grams) is allowed it is good practice to replace it if it has lost weight	
22	Fit the gas cartridge or a replacement to the head cap	
23	Return the original wet chemical or fresh charge of water or foam to the extinguisher, topping up if necessary. The addition of low freeze* additive will be needed if the extinguisher is likely to be subject to freezing – adhere to manufacturers specifications	
24	Refit the head cap and tighten down firmly.	
24	Fill in the maintenance label	
26	Wipe extinguisher down with a cloth	
27	Examine the stand or the security of the wall hanging bracket and rectify any faults	
28	Check that the extinguisher ID sign is in place and appropriate for the extinguisher	
29	Fill in the inspection report advising the responsible person of your actions, the state of maintenance and your recommendations (if any).	

NOTE :

There is multiple different types of and models of cartridge type fire extinguisher below is an explosive diagram for one type of extinguisher

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1	Dome Case Assembly
2	Head cap assembly
3	Indicator Cap
4	Head Cap ring
5	Head cap gasket
6	Head Cap Indicator Ring
7	Head Cap indicator Stem
8	Retaining Ring
9	Gas Tube Assembly
10	Handle Rivet
11	Handle Spring
12	Handle
13	Discharge Hose assembly
14	Hose O ring
15	Hose Inspection seal
16	Hose Retaining Ring
17	Ball Lever assembly
18	Cartridge Receiver
19	Lever Roll Pin
20	Linkage Pin
21	Linkage Rivet
22	Linkage
23	Rubber Cap
24	Receiver Gasket
25	Guard Assembly
26	Cartridge Shipping Cap
27	Cartridge CO2
28	Cartridge Nitrogen
29	Bush for CO2 Cartridge
30	Nozzle Holder screw
31	Nozzle Holder
32	Nozzle Assembly
33	Nozzle
34	Tip Gasket
35	O Ring
36	Nozzle Handle rivet
37	Nozzle Handle
38	Vale Stem Assembly
39	Wall Hanger
40	Safety Ring Pin